

D-5500
IRM-1.10

MEMORANDUM

To: Director, Policy and External Affairs
 Attention: W-1500
 Director, Operations
 Attention: W-6000
 Acting Director, Program Analysis
 Attention: D-5000
 Regional Director, PN, MP, LC, UC, GP
 Attention: PN-1000, MP-100, LC-1000, UC-100, GP-1000
 Director, Reclamation Service Center
 Attention: D-1000
 Director, Administrative Service Center
 Attention: D-2000
 Director, Human Resources
 Attention: D-4000
 Director, Management Services
 Attention: D-7000
 Director, Technical Service Center
 Attention: D-8000

From: Henry W. Sandhaus, Manager
 Water Resource Office

Subject: Year 2000 Computer Problems (embedded microchips) Reference is made to
 Memorandum sent 1/98

As you comply with the request of my memorandum sent January 7, 1998 priorities should be given to the naming of a coordinator, inventorying your equipment, and estimating the costs associated with this process. The Department of the Interior will be requesting inventory and cost estimates information and I would like to have the name of the designated coordinator.

Developing your cost estimates will require planning actions to eliminate complications associated with embedded microchips. The basic criteria in developing your plan to identify potential risk should be safety or health risk if a microchip is not programmed to recognize the Year 2000.

The following format for gathering information may be a way to help with your planning, etc.
Equipment Name:

Brand:

Model:

Date Sensitive: (Yes, No, or Unknown)

Year 2000 Compliant: (Yes, No, or Unknown)

Action: suggest contacting manufacturer for information

Actions to Correct: list recommended actions

Critical: (Yes or No) describe why

Safety Problem: (Yes or No) describe why

Disruption to Operations: (Yes or No) describe why/how

Your immediate attention to this matter is critical, not only due to the potential threat, but also due to Congressional inquiries and required reports to the Office of Management and Budget. Please make your assessment as soon as possible. This information will be sent to the Department by July 14, 1998.

Questions should be directed to me at (303) 236-1061 extension 319 or by LAN (hsandhaus).

bc: Regional Director, PN, MP, LC, UC, GP

Attention: PN-7505 (Vanderwal), PN-7510 (Stevens), MP-1130 (Sparks),
MP-3100 (Anderson), LC-5100 (Gettler), LC-5121 (Cunningham),
UC-540 (Reynolds, Bartholomew), UC-556 (Richardson), GP-3200 (Soucy, Pfaff),
D-5500, D-7110 (Feuerstein, Rosenlof), D-7160, D-7130

WBR:HSandhaus:ceg:1/7/98:236-1061/319

(P:sandhaus/2000.wpd)